

## **Executive Committee Meeting Minutes – Monday, March 24, 2003**

Chairman Dwyer called the meeting to order at 8:32 a.m. and led the Committee in the Pledge of Allegiance.

**Present:** Chairman James Dwyer, County Board Supervisors Patricia Haukohl, Kenneth Herro, Walter Kolb, Richard Manke, Duane Paulson and Duane Stamsta.

**Also Present:** County Board Chief of Staff Lee Esler, Legislative Advisor David Krahn, Assistant Corporation Counsel Danni Caldwell, Airport Manager Keith Markano, Information Systems Manager Mike Biagioli, Corporation Counsel Tom Farley, Mark Runzheimer, Supervisor Vera Stroud, Supervisor Hank Carlson, Supervisor Joe Griffin, Supervisor Rodell Singert, Legislative Advisor Mark Mader, Supervisor Kathleen Cummings, Budget Manager Keith Swartz, Director of Parks and Land Use Dale Shaver, Chairman of the Airport Commission Ray Perry, Supervisor Dan Pavelko, Clerk II Terri Schultz, Director of Administration Norm Cummings, Mr. and Mrs. Bentley and Office Services Coordinator Windy Jicha.

### **Correspondence**

Chairman Dwyer reviewed and passed out the list of correspondence. He said Supervisors should let Jicha know if they want copies of the listed items.

### **Approve Minutes of March 10, 2003**

**MOTION:** Herro moved, Haukohl second to approve the minutes of the March 10, 2003 meeting with corrections.

**Motion carried: 7-0.**

### **Meeting Approvals**

**MOTION:** Haukohl moved, Herro second to approve the attendance of the executive committee at WCTC's Community, Business and Government Partners on April 2, 2003. **Motion carried: 7-0.**

### **WCA Report**

The WCA Board of Directors will meet on Friday to discuss and approve the new strategic plan. This meeting will help set up the future priorities for WCA.

### **Discuss and Consider the Following Appointments:**

**MOTION:** Herro moved, Stamsta second to approve the following appointments en masse. **Motion carried: 7-0.**

**157-A-053: Appointment of Duane E. Paulson to the Health & Human Services Board**

**157-A-054: Appointment of Karl Nilson to the Wisconsin River Rail Transit Commission**

**157-A-055: Appointment of John P. Schreiter to the Ethics Board**

**157-A-056: Appointment of Mike O'Brien to the Health & Human Services Board**

**157-A-058: Appointment of Duane Stamsta to the Health & Human Services Board**

### **Discuss and Consider Late Tax Appeal for Mark Runzheimer**

Dwyer swore in Runzheimer and Schultz. Caldwell reviewed the packet of information the committee received concerning this appeal, passed out the original envelope used in mailing Runzheimer's taxes and explained the case.

Runzheimer said he felt this process was frivolous but it must be a principle thing for people who work for the government. He said he mailed his taxes on January 24, 2003 from the post office box outside the Delafield Post Office. He mailed them a week early to make sure they arrived on time. On February 4, 2003, he received the envelope back from the post office stamped with the following messages, "Return for Postage. Stamps Void When Coated, Covered, Defaced or Reused" and "Returned for Postage."

Dwyer commented that there is scotch tape over the stamp on the original envelope.

Runzheimer said when he received his taxes back from the post office on February 4 he immediately sent them to Waukesha County with proper postage. He said he knows he sent the taxes late but he didn't know he couldn't reuse stamps. He cut off a stamp from another envelope and reused it but he does this all the time. He thought that you could

reuse a stamp if it wasn't canceled. He said he went to the post office and the Post Master said they couldn't prove that the letter was mailed on time.

Caldwell asked, if the Post Master explained that you can't put tape over a stamp and use it? Runzheimer said the Post Master said that according to law, you can't reuse a stamp.

Caldwell said the committee needs to determine if there was postal error or administrative delay. She said Runzheimer is claiming delay.

**MOTION:** Herro moved, Kolb second to approve the late tax appeal for Mark Runzheimer. **Motion carried:** 4-3. (Supervisors Manke, Stamsta and Dwyer voted no.)

#### **Future Agenda Items**

- SEWRPC and DNR and non-attainment issues
- Discussion of educating future workers in manufacturing with UW-Extension, WCTC, WCEDC and UWW
- Grants programs, philosophies and processes in Waukesha County
- Study of the future use of the Airport and Expo grounds including a plan for the campus
- Relocation of the Metro Drug Unit

#### **Discuss and Consider Ordinance 157-O-135: Modify 2003-2007 Five-Year Capital Project Plan and the 2003 Capital Budget to Accelerate the Design for Runway 18/36 Reconstruction and Storm Water Master Plan and Modify Project Scope for Project 200308 Runway 18/36 Reconstruction to Include a South Perimeter Road**

**MOTION:** Haukohl moved, Manke second, to Approve Ordinance 157-O-135: Modify 2003-2007 Five-Year Capital Project Plan and the 2003 Capital Budget to Accelerate the Design for Runway 18/36 Reconstruction and Storm Water Master Plan and Modify Project Scope for Project 200308 Runway 18/36 Reconstruction to Include a South Perimeter Road.

Markano said the lack of snow this winter has caused the frost line to be much lower than normal and a sinkhole has formed in the safety zone of the 18/36 runway. An old storm sewer is located in that area and is causing the problem. Markano said there may be a break in the drain tile that feeds into the storm sewer and water is not flowing properly. They have installed catch basins to stop some of the debris from going into the storm sewer. The runway is past its useful life. It has been patched and is beginning to show its life.

Markano said this ordinance allows for the 2003 capital budget to be modified to increase the project expenditures for Capital Project 200308 18/36 Reconstruction by \$75,000 and \$77,500 for Capital Project 200312 Storm water Master Plan and Utility Mapping. The ordinance decreases project expenditures by \$152,500 for Southeast Hangar Area Phase II Capital Project in order to delay construction of the hangar area. This change will accelerate the design of the runway 18/36 design, south perimeter road, and storm water and utility master plan.

Markano said the state is pulling back on non-priority projects. He is in contact with Senator Kohl's office and was asked to write up exactly what this project requires. They are canceling the Southeast Hangar Project for now and moving up the Runway Project in hopes of getting federal funding for the runway project now. The Southeast Hangar Project is not eligible for federal funding due to the nature of the project. Markano said this will be designed as one project. The south road is being added into the project to get the fueling vehicles off the runway. The current economy makes this the perfect time to do this project.

Dwyer asked Shaver if this fits into his plans? Shaver said he is going to get together with Markano this week to discuss this issue. Shaver will help Markano put together a storm water study for the entire area including GPS mapping of the structures and utilities in this area. Shaver said the study would also include the Expo, Highway Shop and all county grounds between.

Dwyer asked what percentage of planes would be able to use the 18/36 runway after this project? Markano said 70% of the types of aircraft that fly at the airport could use this runway.

Paulson said he wants it made clear to all residents that not one more inch would be added to the runway. Markano said he will contact the site developer once this is approved to inform him of these activities. He said he will make sure they know that there will be no extensions to the runways.

Esler said this ordinance covers money for design work only. The construction part of the project doesn't come up until 2006 –2007. Markano said that they are hoping to get an appropriation for the work.

Haukohl asked if the sinkhole has to be repaired now? Markano said the hole is in the safety zone and has to be repaired.

Dwyer said he wants Markano to contact the neighborhood groups so they are aware of what this ordinance entails before the board meeting tomorrow. Markano said he would contact them.

**ON THE MOTION: Motion carried: 7-0.**

The committee took a ten-minute break.

**Discuss and Consider Ordinance 157-O-137: Modify Project Scope For Capital Project #200206: Fiber Link To County Facilities**

**MOTION:** Stamsta moved, Manke second, to Approve Ordinance 157-O-137: Modify Project Scope For Capital Project #200206: Fiber Link To County Facilities.

Biagioli said they are finishing a fiber project that ran fiber to the Huber facility, Dispatch Center site, Expo Center and airport from the main county campus with a partnership savings of \$90,000. The county partnered with the City of Waukesha and the Waukesha School District on this project. By 2005, the county will have to lay fiber to the communications tower to cover new dispatch and mobile data computing technologies. The cost to lay the fiber in 2005 will be \$175,000. By partnering with the City of Waukesha and the Waukesha School District now, the county could save \$45,000 -\$50,000 in costs. Because the current fiber project had such a significant savings, there is enough money to cover the costs of this fiber extension.

Biagioli said they were asked by the architect of the jail addition to show where the fiber link runs between the jail and juvenile center. Biagioli said his department can't tell the architect where the fiber is buried. When it was buried, it wasn't mapped. As part of the next infrastructure piece, the City of Waukesha is going to run fiber down Buena Vista Avenue and the county can link up to it for \$25,000. This is a serious cost savings for this project. The county is now installing identified cable so this won't be an issue again. The City of Waukesha has the right of way for the roadway and would be responsible for contacting diggers hotline.

Haukohl said the Finance Committee thought this was an excellent plan. Biagioli said it makes sense to do this project now.

**ON THE MOTION: Motion carried: 7-0.**

**Discuss and Consider Resolution 157-R-014: Recognize the Need for a Technology Review Process**

Biagioli said several months ago, an E-commerce technology resolution was brought to this committee. The committee asked that all technology be included in the process. This resolution streamlines the process and ties it into the budget process. It calls for a process to be put into place that will allow technology projects to be prioritized and assigned according to available Information Systems resources. Information Systems will not work on a project until the technology has gone through the technology review process and is approved by the committee. Biagioli explained to the committee that he doesn't read the budget word for word so he doesn't know what technology projects have been budgeted for in each department and some projects fall through the cracks.

Herro asked Biagioli if the committee is going to review submitted technology projects and look at the best practices around the United States. Biagioli said yes and this process will reduce duplication and workload because when you get many requests, you will find several similar projects. Research into best practices and availability will be reduced which

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will make the selection of technology much easier. Biagioli tries to keep the Information Management Panel fully informed of technology projects. All department heads need to be aware of what Information Systems is working on.

**MOTION:** Haukohl moved, Stamsta second, to Approve Resolution 157-R-014: Recognize the Need for a Technology Review Process. **Motion carried: 7-0.**

#### **Discuss Possible Phase 3 Changes to Chapter 4 of the Waukesha County Code**

Esler said all supervisors received a copy of a draft ordinance listing phase III changes to chapter four of the Code of Ordinances. He said this draft ordinance would not be yellow-copied until the last April board meeting. The draft ordinance has been discussed with corporation counsel but it has not been circulated internally. This is the third look at phase III changes for the committee. Esler explained the changes listed in the draft ordinance and reasons and necessity for change. According to the draft ordinance, changes would be made to the following sections of chapter four: 4-28(e), 4-83, 4-50(a)(3), 4-50(b), 4-61, 4-81, 4-91(b), 4-91(a), 4-93 and 4-152.

The committee and other supervisors present discussed and debated the suggested changes to chapter four of the County Code of Ordinances as outlined in the draft ordinance. The committee requested that when the ordinance is redrafted for final copy, all changes from the original chapter of the ordinance are identified in some way such as underlining, crossed-out, highlights, etc. to avoid confusion.

Dwyer instructed all supervisors present to submit any changes to chapter four to the county board staff in writing by Wednesday, March 26. These changes will be discussed at the next executive committee meeting.

#### **Legislative Update**

Krahn said the state budget impact analysis on Waukesha County should be received next week. Krahn anticipates the report to be shared at the April 8 board meeting. The budget consists of \$525 million in new fees.

Krahn passed out the 2003 State Legislation update dated March 24, 2003. He said AB 61 regarding wireless 911 emergency phone service bill passed through the assembly. It was passed with one PSAP per county receiving funding. New bills SB 71 and SB 72 were introduced. The bills deal with mental health parity legislation. These bills would require insurance companies to cover mental health care bills like other medical illnesses.

#### **Motion to Adjourn**

**MOTION:** Kolb moved, Herro second, to adjourn the meeting. **Motion carried: 7-0.** Meeting adjourned at 12:17 p.m.

Respectfully submitted,

Duane E. Paulson  
Secretary